MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH) INTERNSHIP PROGRAM
INTERNSHIP DESCRIPTION FORM

INTERNSHIP HOST INFORMATION

State Department / Agency: MDCH

Administration / Office: Office of Health Services Inspector General

Location of Internship: Lansing, MI

Intern Supervisor's Name(s): Stacie Sampson

Intern Supervisor's Title(s): First Assistant Inspector General

Intern Supervisor's Phone: 517-335-9510	**Intern Supervisor's Email:** sampsons2@michigan.gov

APPROVAL

Supervisor Approval ☒ Yes ☐ No	**Approving Supervisor Name** *(signature not required)*: Beau Hill

INTERNSHIP SCHEDULE

Internship Time Period: Winter/Spring (Jan - Apr) - 2012	**Internship Hours Requested Per Week:** Negotiable

PREFERRED EDUCATION

Major / Minor: Information Technology

Level of Education: Open to Undergraduates and Graduates

Preferred Skills / Qualifications:
  – Demonstrated html skills in an independent work environment.

Through this internship, student intern will develop or further strengthen the following competencies:

☒ Adaptability	☐ Continuous Learning	☐ Initiating Action
☒ Building Strategic Working Relationships	☒ Contributing to Team Success	☒ Innovation
☒ Building Trust	☐ Customer Focus	☒ Planning & Organization
☐ Coaching	☒ Decision Making	☐ Tech/Prof Knowledge & Skills
☒ Communication	☐ Follow-Up	☒ Work Standards

INTERNSHIP DESCRIPTION

Internship Title: Medicaid IT Intern

Intern Responsibilities / Projects:
  – Participate in the redesign, content development, implementation and maintenance of a public facing and internal web site for the Inspector General.

APPLICATION PROCESS

Submit: 1) internship application, 2) résumé, and 3) cover letter to the appropriate Internship Coordinator.

Administration	Coordinator	E-mail
Public Health	Stella Christian	ChristianS@michigan.gov
Behavioral Health & Developmental Disabilities	Jan Zwarka	ZwarkaJ@michigan.gov
Medical Services	Trena Larner	LarnerT@michigan.gov
Policy & Planning	Shelly Murrell	MurrellS@michigan.gov
Operations	Nancy Houts	HoutsN@michigan.gov
Other	Shelly Murrell	MurrellS@michigan.gov

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For more information about the Michigan Department of Community Health Internship Program,
Please visit: www.michigan.gov/mdch/careers -click on Internships